

**Bedford Community Preservation Committee
Minutes of Wednesday, December 16, 2015
Joint Meeting with Capital Expenditure Committee
Town Hall, Second Floor Conference Room
Regular Session Minutes – Town Center – Flint Room**

Members Present: Robin Steele (Recreation Commission), Chair; Robert Schmalz (Housing Authority); Cathy Cordes (at-large member); Don Corey (Historic Preservation Commission); Shawn Hanegan (Planning Board); Margot Fleischman (Selectman, Park Commissioner) and Christina Wilgren (Bedford Housing Partnership)

Absent: Steven Hagan (Conservation Commission) and Maggie Debbie (at-large member)

**Also Present at:
Joint Meeting:** Capital Expenditure Committee members Anthony Battaglia, Mary Ellen Carter, Brian Bartkus, Paul Mortenson, Dan Brosgol, Eric Dahlberg, Barbara Perry, Jim O’Neil and William Moonan; Town Manager Richard T. Reed; Assistant Town Manager Michael Rosen; Finance Director Victor Garofalo; Facilities Director Taissir Alani; Public Works Director Roy Sorenson; Finance Committee member David Powell; Press Representative Debra Parkhurst

**Also Present at
Regular Meeting:** Town Manager Richard T. Reed; Assistant Town Manager Michael Rosen; Finance Director Victor Garofalo; Facilities Director Taissir Alani; Public Works Director Roy Sorenson; Town Engineer Adrienne St. John; Finance Committee member David Powell; Sharon McDonald; Joan Bowen; Fawn Lake Committee members Bill Simons, Elizabeth Cowles, Linda Oustinow, Michael Barbehenn and John Zupkus; Cindy Barbehenn

1. Call Meeting to Order

The joint meeting was called to order at 7:34 p.m.

Town Manager Reed introduced the new Assistant Town Manager Michael Rosen.

2. Comparison and Discussion of Six Year Plans

The two committees decided to meet to discuss the overlap of their respective six year plans and whether the Community Preservation Committee would fund eligible projects from the Capital Plan. Finance Director Victor Garofalo explained to the Capital Expenditure Committee how the Community Preservation (CP) budget is established.

\$35,562 can be added to the undesignated fund balance because the FY16 Community Preservation match from the state came in higher than expected at 33 percent and because of higher new growth.

Mr. Garofalo is estimating that after all expenses, the Community Preservation Committee will have \$1,064,444 to allocate for projects in FY17. If the CPC decides to fund all the CP eligible Capital projects, the committee will have \$487,260 to use for other projects.

Mr. Reed read through the list of proposed projects. Capital Expenditure Committee Chair Brian Bartkus informed the CPC that the proposed projects have already been through their vetting process and welcomed any questions or comments about their process. Staff designates the projects as CP eligible - not the committee.

Ms. Cordes stated that carpet replacement is not an allowable use of CP funds.

Mr. Corey explained that the Job Lane House is the only building without a fire protection system. Facilities Director Taissir Alani stated that his department plans to install a dry system in the house, similar to the dry systems that were installed in the old taverns in Lexington.

Two projects will need to be completed at Old Town Hall. The third floor great room needs repairs to the floor and molding. The wooden front stairs are in great need of repair. Mr. O'Neil asked if the interior repairs should be put off until the results of the Museum Feasibility study are completed. Mr. Alani responded that the third floor would not be affected by renovations if Old Town Hall was chosen as the museum location.

The CPC stated that the only projects that seem ineligible were the fencing and carpeting projects. The CPC will let CapEx know if anything should be eliminated after their meeting tonight. Next year, the CPC will try to match their preparation schedule with that of CapEx. CapEx presents to the Selectmen at the end of December and CPC presents to the Selectmen in early February.

3. Adjourn to Separate Meetings

The joint meeting ended at 8:16 p.m. and the CPC relocated to the Town Center Flint Room.

1. Call Meeting to Order

Chair Steele called the meeting to order at 8:25 p.m.

2. Approve Minutes of November 9, 2015

Mr. Corey moved to approve the minutes of November 9, 2015 as written. Mr. Schmalz seconded the motion.

The motion passed 6-0-1; Ms. Wilgren abstained as she did not attend that meeting.

3. Review of Capital Requests

a. Department of Public Works

Public Works Director Roy Sorenson provided an overview of the Capital projects for FY17. The Town and School Ground Rehabilitation project will address the Davis and Lane Baseball fields. The fencing at the tennis court is over 30 years old and needs to be replaced.

\$100,000 is being requested for the design of synthetic turf on B Field. If the Town decides to not install synthetic turf on B Field it will still need to be rehabilitated.

\$1,000,000 is being requested for the rest of the Liljegren Field project. Once that funding is in place, the replication of the wetlands will start in the spring.

b. Facilities Department

Facilities Director Taissir Alani gave an update on the current projects and provided an overview of projects that he will be requesting funding for in FY17. The majority of the Town Hall building systems update will be concluded in the next few weeks. Work on the Town Hall elevator will start in the Spring as this portion of the project was bid out separately. After all the Town Departments are moved out of the Multi-Purpose Room, work will begin on renovating that room.

The work is finished on the Depot Station signal mast. There is a balance of \$38,000 left in that project account and Mr. Alani anticipates that by the end of June anywhere from \$5,000 - \$10,000 can be returned to the undesignated fund balance. The roof project at the Depot is complete so the remaining \$5,861.89 can be closed out and returned to the undesignated fund balance.

Mr. Alani reported that he will be requesting more money for the Shawsheen Pump house restoration since more work needs to be done to the roof than originally anticipated. The Committee suggested that Mr. Alani ask the Selectmen to use money from the Historic Properties Preservation Fund so that they do not need to wait until Town Meeting to continue the work.

The original portion of the Public Library needs new windows since some are broken. Mr. Alani does not know if they will need completely new windows or if the original ones can be restored. That will not be determined until the windows are actually removed.

Mr. Alani explained again that the front stairs at Old Town Hall need to be replaced. Mr. Alani mentioned he also needs to go to the Historic District Commission for permission.

For the Old Town Hall interior repairs, Mr. Alani reported that the molding is coming off the wall, and the floor is in need of major repairs. The Committee asked for an itemized cost breakdown.

Mr. Alani reiterated from the joint meeting that the Job Lane House is the only Town building without a fire protection system. The price will include the cost of design and implementation.

4. Community Preservation Committee Six Year Plan

a. Fawn Lake Committee Presentation

Fawn Lake Committee member Bill Simons presented the committee's recommendation for the preservation of Fawn Lake. The committee was charged with analyzing the report from the consultant who conducted the study, and choosing a solution to present to the Conservation Commission and Selectmen. Earlier this evening, the committee presented their recommendation to the Conservation Commission.

Mr. Simons gave a brief history of Fawn Lake and its significance to the Town.

The committee considered options that would address the following;

- Submerged vegetation that is overtaking the lake
- Increase soft sediment accumulation
- Fish kills
- Invasive species
- Lake Depth
- Restricted recreational access

They decided against the option of non-intervention which would allow nature to take its course, eventually turning the lake into a swamp.

They evaluated the rest of the options using the following criteria;

- Longevity
- Environmental Impact
- Recreational Use
- Cost of operation and maintenance
- Logistics

With this criteria in mind the committee recommends restoring the depth by removing the soft sediment for 7 out of the 12 acres of the lake. The other 5 acres would be maintained for diversity. Storm water treatments will be implemented and the water quality will be controlled through circulation. This solution could last 70-100 years depending on maintenance. Features could be installed to slow down the buildup of soft sediment.

b. Review of Project Submission Sheets

Sharon McDonald and Joan Bowen were present to request funding for the restoration of the windows at the First Parish Church. The committee questioned whether CP money could be used for work on a church. Mr. Reed asked Town Counsel if this could be done via email. It was determined that CP funds can be used for the preservation of the First Parish Church since it has historical significance in Town and is located in the historic district. Town Counsel recommended that a preservation restriction be placed on the building.

Mr. Reed also pointed out that there could be the appearance of a conflict of interest as a majority of CPC members are members of First Parish Church. It was recommended that those members file a disclosure form.

Further Mr. Reed mentioned that the Town would need to sign a grant agreement with First Parish Church if CP money was designated for this project.

5. Status of Community Preservation Budget

a. Release of Funds back to the General Funds (Depot Building)

Mr. Corey moved to release excess funds in the amount of \$5,861.89 for the Depot Station project. Ms. Cordes seconded the motion.

The motion passed 7-0-0.

Mr. Corey moved that the Community Preservation Committee support the use of funds from the Historic Properties Preservation Fund for the additional repairs at the Shawsheen Pump House. Ms. Fleischman seconded the motion.

The motion passed 7-0-0.

6. New Business

There was no new business.

7. Schedule Next Meeting

The committee will next meet on Tuesday, January 5, 2016 at 7:30 p.m. The public hearing is scheduled for Tuesday, January 26, 2016. Ms. Steele will present the committee's recommendation to the Selectmen on February 1, 2016 and to the Finance Committee on February 11, 2016.

Mr. Hanegan made a motion to adjourn. Ms. Cordes seconded the motion.

The motion passed 6-0-0, Ms. Wilgren left prior to adjournment.

The meeting adjourned at 10:26 p.m.